



## **GRANT APPLICATION INFORMATION**

Activate Southington is offering grants up to \$500 to the Southington Community. Funding will be provided to organizations/groups to facilitate and motivate changes in promoting a healthy lifestyle in our community. The identified project/program should create a sustained improvement of healthy living through nurturing and expanding individuals understanding of better health and increasing opportunities for physical activity and making healthy eating choices.

The first grant applications will be open on November 1, 2017. Applications are due no later than April 13<sup>th</sup>. The first round of awards will be made by May 1, 2018. All applications may be obtained at the YMCA or downloaded from the Activate Southington's website. [www.activatesouthington.org](http://www.activatesouthington.org)

All applications will be reviewed by the Grant Committee of the Activate Southington. Grants will be awarded based on their direct connection in promoting sustainability for a healthy lifestyle. Groups who apply may be asked to explain their project/program to the committee members prior to the awarding of the grant.

Grant moneys will be distributed and coordinated by the Activate Southington Committee.

Upon completion of the project/program, an evaluation will be completed by the recipients involved.



## **GRANT APPLICATION GUIDELINES**

1. Members of the Activate Southington Committee are comprised of members of the community. The grant committee members consist of educators, business professionals and other community representatives.
2. Grants that directly benefit large numbers of individuals may be given preference.
3. Preference may be given to programs with the potential for duplication.
4. A clear, concise, organized plan for use of money granted, with specific evaluation steps and criteria will enhance the application.
5. A detailed itemization of all costs and materials is required.
6. Pictures and/or other visuals of major items to be purchased are helpful.
7. Submit the original and one copy of the grant application via regular mail to John Myers, Activate Southington, 29 High Street, Southington, CT 06489.
8. Applicants will be notified if an application has been rejected. Applications that are not funded will be kept on file for one year.

## **GRANT APPLICATION POLICIES**

1. Activate Southington will not fund grant requests, which exceed the \$500 dollar limit.
2. A timely outcome evaluation for each grant must be submitted by the stated deadline. Those who do not will be eliminated for consideration for grants for the following year.
3. Activate Southington shall fund only those projects that augment and enrich community awareness of a healthy lifestyle and focus on sustaining this awareness.
4. The grant application should include an outcome measurement, which is specific to the program.



## APPLICATION COVER SHEET

Activate Southington Grant selection committee's goal is to select projects for funding that identify and address needs and challenges that bring community awareness to choosing a healthy lifestyle. When choosing a project/program, please keep in mind that it should be something that is sustainable beyond the grant funding.

**Date:** \_ 3/16/18 **Project Title:**\_\_\_ Southington School and Community Gardens Collaboration

**Address:**\_\_\_ 65 Blueberry Lane, Southington, CT 06489\_\_\_\_\_

**Contact Phone:** \_ 860-919-6127 \_\_\_\_\_

**Total Dollar Amount of Request:**\_\_\_ \$300\_\_\_\_\_

1. As a condition of this grant, I will complete an evaluation form at the completion of the project/program. I certify that I wrote this grant or was part of a team that wrote this grant.
2. As a grant applicant, I declare that I have no conflict of interest as defined in the conflict of interest policy of Activate Southington.
3. As a grant applicant, I understand that Activate Southington's policy requires me to use grant funds for the sole purpose for which the grant was made. I agree to return any funds, which are not used for that same purpose.
4. As the grant applicant, I agree to provide to Activate Southington, in a timely manner, a final written evaluation of the program and a final accounting of how grant funds were used.
5. As the grant applicant, I acknowledge the authority of Activate Southington to withhold and/or recover grant funds in case such funds are or appear to be misused or in the event, the grant applicant is unable to administer the project.
6. As the grant applicant, I agree to acknowledge Activate Southington is all publicity in relationship to the project.

**Signature of Applicant:** \_\_\_Hacah Boros, Mark Ramsey\_\_\_\_\_

**Please send original and one copy.** Forward application through regular mail to John Myers, Activate Southington, 29 High Street, Southington, CT 06489



## GRANT APPLICATION

**2017-2018**

**PROJECT TITLE:** \_ Southington Schools and Community Gardens Collaboration \_\_\_\_\_

**DATE:** \_ 03/16/18 \_\_\_\_\_

**APPLICANTS:** \_ Hacah Boros, Mark Ramsay \_\_\_\_\_

1. Please provide a description of the project/program and the need(s) that it addresses.

L.E.A.F. has been diligently working with John Duffy (science director for the town of Southington) and local school and community groups to place a garden at each location with great progress. Over the last few years, it has been determined that it would be useful to have a collective area to share information, successful practices and concerns to ensure sustainability of these gardens. Currently there is little communication between schools and/or community organizations regarding their gardens. Our project would include creation and maintenance of a Southington wide garden website where information can be shared and used as a resource between the school garden clubs and community gardens. It is our hope that each garden in town, affiliated with L.E.A.F., will be able to use this website to share resources, ideas and pictures of their gardens. L.E.A.F. would house this website as it is the primary organization connecting this garden installation and maintenance effort. L.E.A.F has advocated for their continued success and has donated many plants each year; this website will be one more way to ensure sustainability through collaboration and communication.

2. Approximately how many people will be affected by this project?

Directly: \_\_\_\_>32\_\_\_\_\_ Indirectly: \_\_>100\_\_\_\_\_

Please explain briefly: Each school garden in town and several community gardens that L.E.A.F. coordinates will have at least 2 representatives that coordinate garden maintenance; therefore would be directly impacted.

The kindergarten curriculum includes the process of plant growth from seedlings to production of fruit. The second grade curriculum includes soil health and plants. The sixth grade curriculum includes the sun/weather impacts on earth and its vegetation. The seventh grade learns about ecosystems and pollinators. All these students and teachers would be indirectly impacted by improved communications between the school gardens to ensure sustainability of the use of the garden in curriculum and over the summer for harvest.

Improved communications can lead to more efficient use of the harvest as potential food to donate to partnering organizations like Bread for Life. This coming year JFK and Depaolo middle schools will be coordinating to sell their produce at the local farmer's market. This would indirectly affect people in the community with food equity, quality and resources.

3. How does this project/program promote a healthy lifestyle in our community?

It is our goal to promote a healthy lifestyle in the community, beginning with children in the schools by showing them where their food comes from, teaching them how to grow it, and offering them a variety of vegetable, herb and even fruit options to eat. School and community gardens promote emotional health by connecting families with the actual process of growing plants with "hands in the dirt" activities, working together to bring food to their own tables and to the plates of those in need.

4. What materials will be needed to implement the project?

The money would be directed to host a website. The services to create the website for communication is being created by an IT person who is volunteering their service.

5. Provide a detailed explanation of your budget request. Include specific information and accounting on materials and equipment, sources, costs, transportation, shipping and handling, etc.

\$25/month for a total of \$300 to CT Website Design to host this website.



EVALUATION FORM

To be completed by the grant recipient.

Title of Grant: \_\_\_\_\_

Individual submitting evaluation: \_\_\_\_\_

Organization/Group: \_\_\_\_\_

This evaluation form has been implemented to ensure grants that are funded continue to enhance and promote wellness in the Southington Community. It would be greatly appreciated if you would answer the following questions.

1. How did your grant affect the population it served?

2. What do you perceive are the results of your grant project/program?

3. Were all funds provided in the grant used for the sole purpose stated in the grant application?  
Please provide an accounting of how funds were used.